

MINUTES OF MEETING

TOWN OF LINCOLN PUBLIC LIBRARY

BOARD OF TRUSTEES

April 19, 2005

CALL TO ORDER:

Chairman Karen Quinn called the meeting to order at 6:40 PM.

PRESENT:

Karen Quinn, Chairman; Dean Voyer, Vice Chairman; Diane Walsh, Treasurer, Denise Blais and Kristine Donabedian, Trustees. Also in attendance was Becky Boragine, Library Director.

APPROVAL OF MINUTES:

The Minutes of the March 29, 2005, meeting were reviewed. There were two minor corrections. A motion to approve the Minutes as corrected was made by Dean Voyer and seconded by Denise Blais. The motion was approved unanimously.

DIRECTOR'S REPORT:

Ms. Boragine reported that at a recent CLAN meeting the possibility of migrating to a new computer system is still being discussed.

Ms. Boragine reviewed several upcoming programs for children, teens and adults.

FINANCIAL REPORT:

Treasurer Diane Walsh reported the following balances: Champlin Account, \$8,829.59; Trustees Account, \$44,669.34; checking account, \$308.16, and Certificate of Deposit, \$25,589.73.

A motion that all invoices being presented for payment by the Town of Lincoln are accurate and are to be paid from their respective accounts was made by Diane Walsh and seconded by Denise Blais. The motion was approved unanimously.

A motion to transfer funds to the Town of Lincoln for fines collected during the months of January, February, and March, 2005, in the amount of \$4,680.63 was made by Diane Walsh and seconded by Kristine Donabedian. The motion was approved unanimously.

UNFINISHED BUSINESS:

Ms. Boragine reported that the Union leaders held a meeting with the staff but that a union steward has not yet been elected.

Ms. Boragine indicated that she will begin the procedures to request that a parking ordinance be instituted for the Library's parking lot.

Ms. Boragine reported that the Town Administrator has submitted the FY2005/2006 budget to the Budget Board for approval at the Financial Town Meeting to be held on May 9, 2005, at 7:30 PM at the high school.

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Ms. Boragine reported that hotel rates for the upcoming ALA conference in Chicago will be \$221 per night plus tax, the conference fee is \$325 per person, and the airfare will be approximately \$540 per person. After discussion, the Trustees agreed to allot \$40 per day for meals. A motion to approve the expenditures for the ALA conference for Melanie Ruggieri and Diane Dexter was made by Diane Walsh and seconded by Kristine Donabedian. The motion was approved unanimously.

NEW BUSINESS:

Ms. Boragine distributed a copy of the Patron Behavior policy. After discussion, the Trustees agreed that a copy should be forwarded to the Town of Lincoln Police Department as an advisory so that when they are called to respond to the Library, they will be aware of what types of behavior are not acceptable.

Ms. Boragine requested that the Library be permitted to return to summer hours (closed on Saturdays) for the months of July and

August. A motion to approve summer hours was made by Denise Blais and seconded by Diane Walsh. The motion was approved unanimously.

Ms. Boragine noted that the building will be 25 years old in September and questioned how the Trustees would like to mark that occasion. A brief discussion ensued.

ADJOURNMENT:

There being no further business, a motion was made by Denise Blais and seconded by Dean Voyer to adjourn the meeting at 6:20 PM. The motion was approved unanimously.

Respectfully submitted,

**Patricia A. Martins
Board Secretary**